

# Returning to School

Planning Ahead for September 2020

Trustee Presentation

August 4, 2020



# Planning Ahead for September

- TDSB takes direction and guidance from the Ministry of Education as well as Toronto Public Health
- TDSB has formed a Return to School and Work Steering Committee with multiple sub-committees to plan and prepare for reopening
- We are working with and hearing directly from our communities, including unions and federation partners, staff, parents/guardians and students

# Guiding Principles



Prioritize health and safety



Support well-being



Provide predictable  
learning opportunities with  
high quality instruction



Foster connections  
to staff and peers



Ensure equity of access



Consider needs of staff,  
students and families



Be adaptable and flexible



Be financially feasible  
and sustainable

# Confirmed Models for September

On July 30, the Ministry of Education confirmed the following models for return to school in September:

**Elementary (Kindergarten to Grade 8):** Students (including those in Special Education and French Immersion & Extended French programs) will attend school 5 days per week, with one cohort for the full day, including recess and lunch. Enhanced health and safety protocols will be in place.

## **Secondary:**

Adapted model: Students attend school every day, in smaller class sizes of approx 15 students, in either the morning or afternoon, with learning continuing at home the other half of the day. Schools will operate on a quadmester schedule.



# Additional Details from Ministry Guidelines

- Parents will continue to have the option to opt their children out of in-person delivery and participate in remote learning.
- Students in Kindergarten to Grade 3 will be encouraged but not required to wear masks.
- Students in Grades 4 to 12 will be required to wear non-medical or cloth masks/face coverings indoors, including in hallways and in classrooms. Outdoor times can be opportunities to provide student breaks from wearing masks within their cohorts.
- Students may wear their own non-medical masks, and non-medical masks will also be made available. Reasonable exceptions on the requirement to wear masks will apply.
- School-based staff who are regularly in close contact with students will be provided with all appropriate personal protective equipment (PPE).
- Direct and indirect contacts in schools for elementary students should be limited to approximately 50 and for secondary students should be limited to approximately 100.



# Returning to School: A Guide to the Safe Reopening of the TDSB

- Although confirmation of the learning models was only received on July 30 from the Ministry of Education, the *Returning to School: A Guide to the Safe Reopening of the TDSB* provides significant details in a number of important areas.
- In the days and weeks ahead, a more complete and comprehensive guide will be developed that will be shared with staff, students, parents, education partners and the community.
- Additional documents and resources for staff will be created to accompany the guide and provide the necessary information for implementation.



# Pre-registration Process

- The TDSB is undertaking pre-registration of elementary, secondary and adult students in order to plan for September
- The process will begin with an automated phone survey of parents/guardians and adult students
- An online survey will also be completed by all international students and their families
- To support parents/guardians and adult students in their own language, the TDSB website will include translations of the phone survey and an online survey will be sent to those who are not able to respond to the phone survey
- To support parents and adult students in their own language, the online survey will be available in 20 languages



# Pre-registration Process

- The pre-registration process will be open for one week:  
**Opening: Monday August 10, 2020**  
**Closing: Monday, August 17, 2020**
- Prior to the launch of the pre-registration process, parents and adult students will be informed of the upcoming pre-registration process and directed to the TDSB's website for information about September and materials to support the completion of the phone survey (e.g., translations, explanations of the elementary and secondary school day, public health protocols, etc.)
- Follow up with families who have not responded to either the phone survey or online survey will be through the local school when school administrative staff return to schools in late August



# Pre-registration Process

- As per direction from the Ministry of Education, students may not necessarily be able to move between remote and in-person learning, and families should anticipate the possibility of being wait-listed if they change their mind.
- The opportunity to switch between remote and in-person learning will depend on the availability of an appropriate class placement. This may be at the end of an instructional period (i.e. each term at the elementary level and each quadmester at the secondary level).
- Exceptions may be made under special circumstances on a case-by-case basis.



# Cohort/Class Sizes – Elementary and Secondary

- We will work to ensure that we don't have overly large class sizes to minimize risk
- Once we receive information from the pre-registration survey to families, we will have a better idea as to what class sizes will be (some students will opt for remote learning)
- In the event that class sizes need to be adjusted, staff will explore strategies such as reorganizing classes or adding additional resources to the extent that the budget will allow
- Given current class size caps in the Secondary collective agreement, we do not anticipate significant cohort size issues in most secondary classes



# Staff Survey

- Information will be gathered from all staff via survey regarding ability to return to work, potential accommodation needs, and other pertinent and important information
- Discussions about approaches to meeting various needs will take place, considering:
  - Medical accommodations (e.g. disability, illness, etc.)
  - Self-isolation
  - Accommodation for family status needs (e.g. child care, elder care, vulnerable family member at home, etc.)
  - Mental health and well-being needs and support

# **Respecting the Collective Agreements with Employee Groups**

Discussions are occurring centrally regarding potential variances that may be needed to support the restart of schools in September in light of the pandemic. Some potential variances are important to help ensure the health and safety of students and staff. Examples include:

- Preparation time
- Supervision
- Sick leave administration
- Coverage for absent teachers/staff
- Health and Safety

# Occasional Teacher Roster

- To ensure continuity of learning for students in the event that staff absenteeism is higher, work has been done through remote interviewing in the Spring and Summer to create a robust pool of teachers to be included in the Occasional Teacher Roster if such needs emerge.
- This will position us to be able to respond quickly to such circumstances.



# Professional Learning and Capacity Building

**Professional learning and capacity building opportunities will be provided to educators and will focus on:**

- Developing high levels of digital competencies (Google Classroom & Brightspace learning platforms)
- Continuing our focus on equity and anti-oppression
- Supporting the closure of learning gaps through Early Literacy intervention, resources and training
- Supporting the use of digital resources in mathematics and STEM (implementation of the new Ontario math curriculum)
- Providing support for students with Special Education Needs
- Providing support for students' mental health and well-being
- Health and Safety and Use of PPE

**Learning opportunities include:**

- Summer Institutes (July and August)
- Continuum of Learning developed locally by Principals for their staff (identified needs and supports for digital learning)
- In-school supports of Digital Lead Learners (DLL) and Digital Lead Administrators (DLA)
- Coaching
- Synchronous office hours
- Ongoing Key to Learn webinars (live and archived)
- Google+ Communities
- P. A. Day professional learning & training (September 1, 2, and 3)

# Key Health and Safety Measures

Ensuring the health and safety of students and staff is our priority. Following guidance from Toronto Public Health, a number of key measures will be implemented to help stop the spread of COVID-19, including: physical distancing, hand hygiene, respiratory etiquette, and screening for symptoms.

## General Health and Safety Checklist

- |  |                          |
|--|--------------------------|
| Staff and student screening                                | <input type="checkbox"/> |
| Physical distancing where possible                         | <input type="checkbox"/> |
| Enhanced cleaning, especially high touch surfaces          | <input type="checkbox"/> |
| Designated entry and exit points                           | <input type="checkbox"/> |
| Identify traffic flow in hallways                          | <input type="checkbox"/> |
| Signage throughout buildings to reinforce safety protocols | <input type="checkbox"/> |
| Hand hygiene breaks built into the day                     | <input type="checkbox"/> |
| Designated room for ill staff/students                     | <input type="checkbox"/> |
| Set capacity limits for elevators and washrooms            | <input type="checkbox"/> |
| Avoid assemblies and group gatherings                      | <input type="checkbox"/> |
| Increased ventilation and air flow                         | <input type="checkbox"/> |
| Enhanced cleaning on school buses                          | <input type="checkbox"/> |

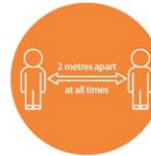
# Health and Safety

## Arrival and Departure

- All staff/students to self assess prior to leaving home
- Consider staggered entry/exit times
- Establish parent pick up/drop off protocols
- All staff/students screened prior to entry
- Limit visitors to schools to essential visitors

## Help Stop COVID-19

Practice these healthy habits to help prevent infection



### Keep Your Distance

Stay 2 metres apart from others and do not gather in groups.



### Clean Your Hands

Wash hands frequently with soap and water for at least 20 seconds or use an alcohol-based hand sanitizer containing at least 70% alcohol.



### Cover Your Cough

Cover your mouth and nose when you cough, sneeze or blow your nose. Put used tissues in the garbage immediately and clean your hands. If you do not have a tissue, cough or sneeze into your sleeve.



### Avoid Touching Your Face

Do not touch your eyes, nose or mouth, especially with unwashed hands.





# Health and Safety

## Circulation

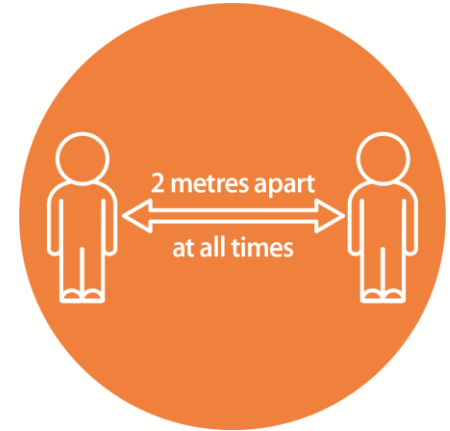
- Determine traffic flow for hallways/stairs
- Floor markings for travel and distancing
- One way travel where possible
- Set capacity limits for washrooms, elevators and common areas
- Signage to reinforce safety protocols
- Consider use of barriers to ensure physical distancing
- Lockers will not be used by students



# Health and Safety

## Physical Distancing

- Organize classrooms to encourage maximum space between students
- Consider staggered arrival/dismissal times
- Establish parent pick up/drop off protocols
- Determine traffic flow in hallways/stairwells
- Set capacity limits for washrooms, elevators and other common areas
- No assemblies or any other group gatherings
- Place signage to reinforce safety protocols
- Face masks/face coverings if physical distancing not possible



# Health and Safety

## Hygiene Practices

- Designate handwashing breaks throughout the school day for staff/students
- Encourage and teach proper respiratory etiquette
- Provide alcohol-based sanitizer throughout the school and at designated entry/exits
- Minimize sharing of items and clean between users
- Use face masks if physical distancing not possible



# Health and Safety



## Personal Protective Equipment (PPE) - Student and Staff

- The Ministry of Education will source, pay for and provide all required PPE for school boards
- Instructional information & training will be provided regarding the proper use of masks (e.g. informational posters, videos, etc.)

## Student PPE

- Grade 4 to 12 – Students will be provided with and are required to wear a Non-Medical Mask/Cloth Covering
- JK to Grade 3 – Masks are not required, but are encouraged
- Masks may be removed during break periods provided physical distancing is maintained

# Health and Safety

## Staff PPE

- All Staff will be provided with disposable Medical Masks and eye protection
- Additional PPE will continue to be provided to staff members who require it to perform their day to day work functions. This would include gloves, gowns and other protective equipment.

## Visitor PPE

- All visitors to a school or site will be required to wear a medical mask while on site

*\*There may be individual exemptions based on sensory or medical/health reasons*

# Health and Safety

## Lunch Rooms and Cafeterias

- Close cafeterias and kitchenettes
- Stagger lunch periods whenever possible to reduce the potential for interaction
- Lunch should be eaten in classrooms in elementary schools and garbage taken home
- No sharing of food or beverages
- Food programs should only serve pre-packaged items/meals and single use cutlery and dishes



# Health and Safety

## Training

- All staff will be provided with a full day of Health and Safety training prior to the start of the school year.
- This will include training on Covid 19 Awareness, Screening/Signs/Symptoms, donning/doffing PPE, and other safety protocols related to the return to work.
- We will consult with our Union/Federation partners and the Joint Occupational Health and Safety Committee on the training.
- Training will be delivered using a combination of webinars and videos.
- Training on Covid awareness, masks/face coverings and safety protocols will also be made available to parents/students.

# Health and Safety

## Facilities

- **Cleaning:** Caretakers will perform routine cleaning of general facilities through the day and will conduct enhanced cleaning of high touch surfaces twice per day. Shared items will be used minimally and cleaned between users.
- **Air Flow:** Mechanical HVAC system settings will be adjusted to increase the amount of fresh air and windows will be opened, where possible, to increase natural ventilation.
- Washroom/hand washing fixtures to be checked and operational.



# Health & Safety: Screening Practices

## Screening for COVID-19 Symptoms

- All students and staff must undergo screening for symptoms of COVID-19 at home prior to leaving for school/work
- Upon arrival at the school, all individuals entering the building will complete an entry screening
- Anyone with COVID-19 symptoms will be directed to return home

## Suspected Case of COVID-19

- Anyone with symptoms should get tested
- If symptoms appear during the school day, students should be isolated and picked up, staff sent home
- Ill students kept in a designated isolation room until picked up
- The room will be disinfected after pick up
- Track student and staff absenteeism
- Toronto Public Health conduct contact tracing

# Health & Safety: Outbreak Protocol

## **Attendance and Absenteeism Reporting**

TDSB will track student and staff attendance and alert Toronto Public Health about large increases in absenteeism due to illness. Confirmed cases of COVID-19 are reported by the lab to Toronto Public Health who will help the school community through contact tracing.

## **Confirmed Case/Outbreak of COVID-19**

TDSB will work closely with Toronto Public Health. Factors for consideration may include closeness and extent of contact, and severity of symptoms, which will determine how TPH manages the case. TPH will determine if a class/school or part of a school would need to close.

Communications/notifications will be directed by TPH.

# Confirmed Case of COVID-19: Process

**The following steps must be taken when there is a confirmed case of COVID-19 (student or staff):**

- Supervisor/Principal to notify Manager/Superintendent, Health and Safety department and Communications.
- Supervisor/Principal to determine if employee/student was in the building 48 hours prior to and including the day of onset of symptoms OR 48 hours prior to positive specimen collection if asymptomatic at the time of specimen collection.
- If yes, Supervisor/Principal to verbally inform all employees who have been in the building on those days of a confirmed case of COVID-19 (do not share personal information/name of employee).
- Supervisor/Principal records this information including attendance, contact information and visitor sign-in logs for possible Toronto Public Health contact tracing purposes.
- Senior Manager, Occupational Health & Safety reports name of employee/student to TPH. Also, the appropriate Union/Federation member of JHSC will be notified.

# Confirmed Case of COVID-19: Process

- Students and employees who test positive for COVID-19 will self-isolate for 14 days in accordance with TPH protocol.
- TPH will contact positive cases directly and provide a letter directly to the other staff/students identified to have a high risk of exposure. Communications Department to work with TPH on letters to school or community, as determined by TPH.
- TPH will collaborate with the Supervisor/Principal to obtain contact information for those individuals with a high risk of exposure.
- TPH will follow up with the Employer through the Senior Manager, Occupational Health & Safety, if needed.
- Supervisor/Principal to discuss any enhanced cleaning protocols that may need to be performed with the Facility Team Leader. These area(s) will be closed until this enhanced cleaning is completed.
- Additional direction will be taken from TPH and is based on Ministry of Education and Ministry of Health guidance in the workplace.

# Supporting Students with Special Education Needs

- All students with special education needs will continue to be supported by Homeroom and Resource teachers, as well as support staff, as per their IEPs.
- All students with complex medical needs will attend daily and staff will be provided with appropriate enhanced PPE; remote learning where return to school is not possible will be available.
- All students with special education needs who will engage in remote learning will have live contact with a teacher and expectations for synchronous learning including a timetable will be provided
- Secondary students with special education needs following the adapted model will attend daily; during asynchronous periods, resource support will be available.

# Supporting Students with Special Education Needs

- **Individual Education Plan (IEP):** Schools will follow the requirements to provide students with their IEPs in collaboration with the IEP team and parents/guardians. Changes in the school environments and/or remote learning needs will be considered when creating and updating the IEPs
- **In School Team (IST) Meetings, School Support Team (SST), IPRC and SEPRC meetings** will continue either face to face and/or remotely using an AODA platform. Professional Support Services and other members of the team will be included as usual (e.g. SW, psych, special education inclusion consultant) to be in attendance
- **Itinerant Staff:** Regional Support Services (e.g. Autism Services (ASD) Team Referrals, Behaviour Regional Services (BRS) Team Referrals, Itinerant Blind & Low Vision (BLV) and Deaf & Hard of Hearing (DHH) will continue to support both remotely and in person following physical distancing guidelines and a Tiered Approach based on a student's IEP
- **PR699:** Ongoing support and training will be provided in Non-Violent Crisis Intervention (NVCPI) and personal protective equipment (PPE) will be provided; Safety Plans will also continue on a needs basis
- **Special Equipment Amount (SEA):** Students will continue to access SEA equipment/assistive technology and staff will continue to be supported with SEA equipment training to enhance student access to learning

## Elementary: Regular School Day

- Full Day Return, 5 Days per week  
(Inclusive of Special Education and French Immersion and Extended French programs)
- 300 minutes of instruction per day within a Regular School Day
- Regular Class Size, with the students cohorted as a group (including recess and lunch)
  - An elementary student will be cohorted with their classmates and their homeroom teacher, one teacher and one DECE in kindergarten, with limited contact with other subject specific teachers for classes such as Core French, the arts and physical education.
  - Expect changes in the timing of recesses, lunches, and bathroom breaks as they are staggered to support cohorting.
- Enhanced Health & Safety Protocols in place

## Elementary: Learning and Instruction

- Schools have their teacher allocations and will create tentative timetables and class placements
  - classroom teacher responsible for covering the Overall Expectations of the Ontario curriculum in all subjects (prep subjects excluded)
  - Cohort movement will be limited by rotary of subject-specialist teachers going into the classroom (following TPH guidelines)
- Prep Delivery:
  - Teacher prep delivered throughout the day by Subject-Specialist teachers
  - Specialized teachers (e.g. Core French teachers) will be able to go into classrooms to provide the full breadth of programming for students
- Educators will maintain an online learning platform (Google Classroom or Brightspace) so all students in the class have access



## Elementary: Supports

- Provisions will be made so students are able to leave their classrooms to receive additional support and maintain limited groupings ([Ministry of Education Guide to Reopening Ontario's Schools, p3](#))
- Itinerant educators will have a schedule assigned to them to minimize moving from school to school, and will support both remotely and in person following physical distancing and cohorting guidelines
  - i.e. ESL Itinerants/Itinerant Music Instructors (IMI) may be assigned to one of their schools as a home base and support additional schools remotely.

## Elementary: Kindergarten

- Kindergarten educators will follow the [Ontario Kindergarten Program, 2016](#)
- The program should continue to be play- and inquiry-based as per the curriculum/program document
- The educator team of DECE and teacher (OCT) should continue to plan independent, small and large group learning experiences for children to play and inquire while maintaining health protocols
- All learning opportunities begin from a place of creating belonging for the children, along with building a community of learners
- Classroom cleaning protocols will need to be in place for shared learning materials

# Elementary: Fully Remote Learning Option

- Some families may opt for a fully remote learning option
- Transition in and out of remote option will be made at specific times during the school year

## Structure of Day

- Daily attendance will be taken
- 300 minutes of learning opportunities (synchronous and asynchronous)
- Large Group Instruction 40-50% of the day (dependent on grade level)
- Guided Instruction (small group), Synchronous Check & Connect (small group or individual)
- Asynchronous independent work available in Google Classroom/Brightspace
- Instruction will be delivered by more than one educator (i.e. “remote cohort homeroom” teacher, DECE for Kindergarten where applicable, and prep subject teachers)

## Focus of Curriculum

- Based on the Overall Expectations of the Ontario Curriculum and Kindergarten Program
- Units of Study should be interdisciplinary
- All learning opportunities begin by creating a sense of belonging for the students
- Synchronous learning, recorded and posted on Google Classroom/Brightspace for access during asynchronous learning periods
- Small group learning to build on students demonstrating their learning through play and inquiry (Early Years), literacy and numeracy, and other curriculum areas

## Expectations by Grade

### Kindergarten

- Whole Group Instruction: two/three sessions per day for short periods of time
- Guided Instruction (Synchronous) & Independent Play/Work: two sessions per day
- Synchronous Check & Connect: three sessions per day

### Grades 1 – 3

- Whole Group Instruction: four sessions per day
- Guided Instruction (Synchronous) & Independent Work: two sessions per day
- Synchronous Check & Connect: two sessions per day

### Grades 4 – 6

- Whole Group Instruction: four sessions per day
- Guided Instruction (Synchronous) & Independent Work: three sessions per day
- Synchronous Check & Connect: one session per day

### Grades 7 – 8

- Whole Group Instruction: four sessions per day
- Guided Instruction (Synchronous) & Independent Work: three sessions per day
- Synchronous Check & Connect: one session per day

## Elementary -- Alternating Days

According to Ministry of Education, “Guide to Reopening Ontario’s Schools”

School boards should be prepared to implement their adapted delivery models should public health conditions require them. Under this scenario, cohorts would include approximately 15 students in each class attending on alternate days, or alternate schedules that would represent in person attendance for at least 50% of instructional days.

## Elementary -- Alternating Days

Our proposal is as follows:

**Cohort A & B:** Classes divided into cohorts A&B (no more than 15 students per cohort) and attend in-person on alternating days (Wednesdays alternate between cohort A&B).

### Proposed Schedule:

#### Week 1

	M	T	W	T	F
In Person	A	B	A	A	B
Remote	B	A	B	B	A

#### Week 2

	M	T	W	T	F
In Person	A	B	B	A	B
Remote	B	A	A	B	A

## Elementary -- Alternating Days

- **Cohort C:** Fully remote, access to Google Classroom or Brightspace, with synchronous and asynchronous learning, and check-in & connect sessions from non-classroom educators, daily attendance will be taken.
- **Cohort D:** Fully remote and do not have access to technology or unable to use technology. Units of study written and mailed by assigned staff with check-in & connect from non-classroom educators.
- **Cohort E:** Students with Special Education Needs in ISP classes and have option to attend in person everyday (could also be part of Cohort C or D).

# Before- and After-School Programs

(Extended Day Program, Authorized Recreation and Licensed Child Care)

- TDSB is committed to supporting the operation of Before- and After-School Programs in schools in September.
- Ministry of Education announced revised [Operational Guidelines](#) for licensed child care operators to support the safe reopening of programs across the province. Updates are also being made to the *Before and After School Kindergarten to Grade 6 Policies and Guideline* to provide COVID-19-related operational guidance.
- Ministry has confirmed authorized recreation provider-operated after school programs and Extended Day Programs will be required to follow standard ratios and maximum group sizes. Licensed child cares are also required to develop infection prevention and control policies and procedures.
- Schools and BASP operators will collaborate to ensure that student lists and information is readily available for Toronto Public Health for contact tracing purposes, if necessary.
- TDSB staff will work with BASP operators to facilitate the required cleaning before and after BASP students access program space.
- The decision to operate and determine operating capacities for licensed BASP and authorized recreation programs will be made by organizations and individual program operators. TDSB operated Extended Day Programs will continue to operate this year.



## Secondary Models: Adapted In-School and Remote Learning

- Both secondary models are based on a quadmester structure
- At the beginning of each quad students may choose between:
  - **Model 1:** Adapted In-School Day Model (Smaller Size Cohorts)
  - **Model 2:** 100% Remote Learning
- Students/Parents must indicate their choice two weeks prior to the start of quad. No switching is permitted during quads
- Most students are expected to complete two courses/quad
- TDSB e-Learning Day School Program will continue to be made available in Grades 11 and 12

## Secondary Model: Adapted In-School Day (cohorts)

- Part Time Learning in School
- Part Time Learning at Home
- Class Cohorts of approximately 15 Students

## Adapted In-School Day (cohorts)

- One in-school teacher responsible per course; classes based on course enrolment will be divided to achieve approx. 15:1 ratio
- Classrooms will be organized to allow students to be physically distant
- Subject Departments will determine essential course learnings based on overall expectations from the Ontario Curriculum, focus on authentic inquiry

## Secondary Adapted In-School Day Model

### Course Structure

- All courses will utilize Brightspace or Google Classroom as learning platforms
- All courses will be taught using a combination of in-person and remote learning (in-person time has been maximized in this model)
- Remote learning will be done in synchronous and asynchronous ways

### Focus of Curriculum

- The health, safety and well being of students will be the highest priority
- Instruction will be based on the overall expectations from the Ontario curriculum for each course

### Considerations will be given to the following as part of teachers' professionally managed time:

- Support for Students with Special Needs, IEPs, ELLs, etc.
- Student Success Initiatives (RCR, caring adult meetings)
- Gap Closing -- Small Group Learning
- School-Wide or Small Group Wellness Initiatives
- Support for IB Program Requirements (Extended Essay, ToK, Internal Assessments)
- Meetings for Leadership Groups (e.g. Student Council, Athletic Council, etc.)

### Secondary Schedule

Students attend every day (half day in-school / half day asynchronous at home learning)

#### **9:10 a.m. - 11:02 a.m.**

- AM Period (half the class)
- Cohort A: In class learning
- Cohort B: Asynchronous learning remotely

#### **11:02 a.m. - 11:45 a.m.**

- Lunch for staff and transition for students

#### **11:45 a.m. - 1:37 p.m.**

- PM Period (half of the class)
- Cohort A: Asynchronous learning remotely
- Cohort B: In class learning

#### **1:37 p.m. – 2:52 p.m.**

- Teacher Prep and Enhanced Cleaning

## Secondary Adapted In-School Day Model - Cohorts Quadmester

**9:10 a.m. - 11:02 a.m.**

AM Period (Cohort of 15)

Cohort A/B: In class learning

Cohort B/A: Asynchronous  
learning remotely

**11:45 a.m. - 1:37 p.m.**

PM Period (Cohort of 15)

Cohort A/B: Asynchronous  
learning remotely

Cohort B/A: In class learning

\*Day 1/2 schedule

\* In person time is  
maximized in this model

Week 1	Mon.	Tues.	Wed.	Thurs.	Fri.
9:10 a.m. - 11:02 a.m.	Cohort A Class 1	Cohort A Class 2	Cohort A Class 1	Cohort A Class 2	Cohort A Class 1
11:45 a.m. - 1:37 p.m.	Cohort B Class 1	Cohort B Class 2	Cohort B Class 1	Cohort B Class 2	Cohort B Class 1
Week 2	Mon.	Tues.	Wed.	Thurs.	Fri.
9:10 a.m. - 11:02 a.m.	Cohort B Class 2	Cohort B Class 1	Cohort B Class 2	Cohort B Class 1	Cohort B Class 2
11:45 a.m. - 1:37 p.m.	Cohort A Class 2	Cohort A Class 1	Cohort A Class 2	Cohort A Class 1	Cohort A Class 2

# Secondary Quadmester Calendar

**Quad 1:** Sept 8 - Nov. 9 + Exams Nov. 10 and Nov. 11 = 44 days + 2 exam days

**Quad 2:** Nov. 12 - Jan. 28 + Exams Jan. 29 and Feb. 1 = 45 days + 2 exam days

**Quad 3:** Feb. 3 - April 16 + Exams April 19-21 = 44 days + 3 exam days

**Quad 4:** April 22 - June 23 + Exams June 26, 27, 28 = 44 days + 3 exam days

PA Days: September 1-3, November 20, February 2, February 12, June 29

February 3, 2021: Semester 2/Quad 3 Turnaround Day

Each semester is 97 days.

## Secondary Staff Considerations

- Having the appropriate number of **qualified staff** for each course area
- Assignment of specific **Occasional Teachers** to each secondary school to cover teachers who are absent on any given day
- **Transportation, scheduling, staff needs, OTs, training, etc.** for ISPs (DD, Autism, etc.) in Congregated Sites and in regular schools
- **IB** exams, internal/external assessments, etc. will follow IBO's policies and procedures



# Secondary Model: Fully Remote Learning

Students will have a Daily Schedule:

- Course 1: 9 - 11:30 a.m.
- Course 2: 12:30 - 3 p.m.
- Minimum of 90 minutes/course/day must be synchronous through BrightSpace or Google Classroom
- Time for asynchronous independent work and may include small group learning
- Daily attendance will be taken

# Secondary Remote Learning

Teachers will use *BrightSpace* or Google Classroom as course shells and content

**Teacher Pool:** central staff (hybrids, K-12 coaches, subject-specific coaches, math coaches, teachers unable to come into school buildings) to collaborate to co-design curriculum/tasks/resources

## Considerations:

- How many teachers/students will want to access 100% remote model?
- Students will be assigned to a teacher (not necessarily from their school)
- Remote Learning differs from the TDSB e-Learning Day School Program
  - Currently e-Learning Day School is for Grade 11 and 12 courses only
  - Taught by centrally hired staff
  - Course content pre-populated (mostly) by Ministry of Education

# Mental Health and Well-Being: Students

- Returning to school after many months away will require time to address the social and emotional needs of students.
- All staff have a role to play in supporting students' mental health and well-being. Building relationships and connections, offering support and building capacity of school-based staff will help ease the transition back to school and help meet the needs of students.
- We know from our student survey that about half of students were concerned about getting used to school routines again and about one-third were concerned about getting used to in-person interactions with teachers and peers, not being able to interact with friends like they used to (35%), and coping with their fears or anxiety.

# Mental Health and Well-Being: Students

- One-quarter to one-third of students noted that the following would help them feel more comfortable at school:
  - having a relaxing and calming space to go in the school if feeling overwhelmed
  - support for re-developing school routines
  - support with social emotional learning skills
  - additional information to support their mental health and well-being and the support of a Social Worker, Psychologist, Guidance Counselor, or Child and Youth Worker
- We will provide students with a blended model of support, including both in-person and virtual supports, including: office hours, wellness clubs and social community circles, crisis support, and clinical counselling, as appropriate.
- There will also be support for students at transition points (returning to school, attending a new school, entering Grade 9, participating in e-learning) with re-engagement support and opportunities to be welcomed by and connected to other students.

# Guidelines for Subject Delivery

The appropriate modifications and adaptations will be made in order to continue to deliver curriculum in ways that take the necessary health & safety measures into consideration.

- Cooperative Education
- Health and Physical Education
- Library
- Mathematics
- Science/STEM
- Tech Education
- The Arts (Music, Drama, Dance, Visual Arts)

# Additional Learning and Instruction Considerations

## Classroom Setup

- Desks will be set up to adhere to physical distancing in rows and facing forward

## Lunch & Recess

- Lunch and recess will be staggered to allow for physical distancing
- Students will eat in classrooms & should not share food

## Field Trips & Assemblies

- Schools will not plan field trips or assemblies until further notice

## School Clubs & Extra-curricular Activities

- Schools can offer clubs and extra-curricular activities if physical distancing is possible and equipment and spaces are cleaned and disinfected between each use.

## Organized Sports

- Suspended until we receive further direction from the sports/recreation provincial organizations

# Cafeterias & Student Nutrition Programs

## Cafeterias

- School cafeterias will be closed and food services will not be provided.

## Student Nutrition Programs

- Staff are looking into the options to support and continue student nutrition programs in the fall.
- Discussions around the use of pre-packaged and served using a “grab-and-go” approach are being explored.
- There are ongoing discussions, which include our own teams as well as TFSS, on what the final delivery approach will look like and additional support that can be provided to students.

# Adult and EdVance High Schools

- There are five Adult High Schools and three EdVance in the TDSB. They all offer quadmestered courses and share the school space with EdVance students who are 18 to 20 years old.
- At the beginning of each quadmester students may choose one of the following options (no switching during quadmasters):
  - A)** Take up to three courses at the school (Alternative Days Cohorts and online at home)
  - B)** Take up to three courses online at the beginning of each quadmester
- Pre-registration and registration will be done online or through telephone for quadmester one
- English/Math assessment testing for new Canadians without any academic documentation will be done in-person, at the school, in small numbers and with physical distancing in place (beginning week of August 24)
- Devices (laptops, Chromebook) will be provided to these learners, if required



# Continuing Education

Each program area within the Continuing Education Department will begin online instruction in the fall. Online classes provide a safe learning environment for learners and instructors.

## **Adult ESL programs**

- A phased-in approach for in-person delivery at leased sites
- Instructor capacity to deliver online courses being built through professional development opportunities

## **Adult General Interest and Senior's Daytime classes**

- Professional development opportunities will be provided for Instructors (online course offerings)

## **Elementary International Languages and African Heritage program**

- Classes will continue to be offered weekdays and Saturdays in an online platform
- Instructors will be provided with professional development opportunities

## **Elementary and Secondary Literacy and Numeracy Courses**

- Programs offerings are determined in collaboration with elementary and secondary schools
- Plans are being developed to provide access to these courses through an online platform

## **Secondary Night School and Saturday International Language Credit Courses**

- First semester for Night School will be delivered online
- International Language credit courses will be delivered online on Saturday mornings

# Technology

## **Digital Learning Tools**

Digital learning tools including G Suite for Education (Google Classroom, Drive, etc.), the Brightspace Learning Platform and TDSB's Virtual Library are available to all students and school staff. These learning tools include both those for teaching and learning (online classrooms) and digital content resources.

## **Allocation & Return of Student Devices / Internet Access**

Over 57,000 requested devices and 7,400 requested internet access ready equipment were shipped to individual students in April, May and June. Devices will stay with students until further notice.

Students who have graduated from the TDSB or have left the district will return devices in late August and early September.

## **Bring Your Own Device (BYOD) Personal and Board Owned**

Students are welcome to bring a personal device to school daily to enhance access to digital learning tools and content. This device could be personally owned or one previously loaned by the TDSB for remote learning.

# Technology

## **Replacement of Devices pulled out during Covid-19**

Students who were allocated a TDSB device for remote learning during the Spring of 2020 will retain this device for learning at home during the Fall of 2020 and perhaps beyond.

Planning is underway to begin replenishing devices that were borrowed from schools and loaned to TDSB students for remote learning.

Over 9,400 new devices will be allocated to schools to support student learning. Schools may also purchase additional devices for their staff and students from their current school budget balance.

## **Network/Bandwidth Capacity**

TDSB is confident in the capacity of its wide area network to support the teaching and learning needs and activities of staff and students.

All TDSB schools are connected to a high speed fibre optic network providing wired and wireless services. All schools have a minimum 1 Gigabyte multi-protocol label switching service, schools with more than 1,000 students have a 2 Gigabyte service.



# Transportation Considerations

- Full return to school for elementary students will require the increase of utilization of bus capacity beyond one student per seat and operating closer to capacity
- Retention of drivers by bus operators will be based on pre-existing conditions, age and other factors
- Mandatory face coverings for grades 4 to 8 and highly recommended for JK to grade 3 as physical distancing is not likely
- Level of integration between school boards
- Seating plan for all students - siblings and students in the same class can sit together
- Additional costs for enhanced cleaning and some overtime may result from time for additional cleaning
- Active Safe Travel (AST) encouraged and walking maps provided

# Transportation Considerations

## Health and Safety Measures

- Enhanced cleaning of all buses, including wiping down all high touch surfaces between runs
- Use of masks for students in grades 4 to 12 and drivers who can safely use them
- PPE provided to all drivers including masks
- Self-screening will be conducted daily before entering bus
- Hand hygiene including washing hands prior to lining up for the bus and use of hand sanitizer for the driver and for students upon arrival at school
- Signage and communication to reinforce health and safety protocols

# Administrative Sites

- Effective August 11, TDSB Administrative sites will begin reopening for essential work (with limited occupancy). Full occupancy expected beginning of September.
- All sites will have COVID-19 signage and floor decals installed and occupancy limits set for elevators and staff washrooms.
- Employees must conduct COVID -19 self-assessment prior to entering the building, sanitize hands, record entry/exit into the building and follow physical distancing requirements.
- Managers to determine occupancy levels, employee schedules and tracking mechanisms for contact tracing until a central system is developed.
- Managers to work with Executive Officer on other details (e.g. who will continue to work remotely, which workstations can be utilized, etc.)

# Community Use of Schools

- Summer Camps and Field Permits continue at a number of schools this summer.
- Community use of school facilities will be difficult to manage with the requirement to perform enhanced cleaning between cohorts.
- We will not have sufficient caretaking resources to do this work at all locations.
- Permits for the fall will be restricted to those programs that we are obligated to provide (e.g. Before and After School Programs, programs operated by lease holders as part of their Lease, and City of Toronto community centres and swimming pools).

# Budget Implications

## COVID-19 Measures - Budget Implications (first four months)

Health & Safety	Additional Staff to Ensure Health & Safety	Supports for Students	Operational Impacts
Personal Protective Equipment (PPE) <b>\$1.5M</b>	Caretaking and Cleaning Supplies <b>\$4.2M</b> Health and Safety Staff <b>\$0.3M</b>	Additional Technology <b>\$4.9M</b> Special Education Supports <b>\$2.1M</b> Professional Development for Staff During Pandemic <b>\$2.6M</b> Translation and Interpretation Supports <b>\$0.2M</b>	Permit Revenue Loss <b>\$2.3M</b> Reduced International Student Tuitions <b>\$4.4M</b>
<b>TOTAL: \$1.5M</b>	<b>TOTAL: \$4.5M</b>	<b>TOTAL: \$9.8M</b>	<b>TOTAL: \$6.7M</b>



# COVID-19 Funding

The Ministry of Education has announced the following provincial funding:

Investments	Amount
Masks and Personal Protective Equipment (PPE)	\$60.0M
Funding for Additional Staff	\$80.0M
Cleaning Supplies	\$29.0M
Health and Safety Training	\$10.0M
Transportation - Cleaning Supplies and PPE	\$40.0M
Lab Testing Capacity	\$23.7M
Additional Public Health Nurses	\$50.0M
Additional Mental Health Supports	\$20.0M
Additional Supports for Students with Special Needs	\$10.0M
Technology	\$15.0M

# Communication

- As we approach September and the return to school, we are committed to continuing to communicate and provide the necessary information to all staff, students and families in a timely manner.
- Important information, updates and resources will be provided through a variety of channels (email, website, social media, school communications, etc.) and will be supported by translation services.
- Communications will focus on keeping everyone informed and educated so that the return to school can be as smooth as possible, with the health and safety of everyone involved the priority.



# Next Steps

- **Pre-registration Survey:** Continue to prepare survey for families.  
**Survey Opens: August 10**  
**Survey Closes: August 17**
- **Federations and Unions:** Continue to work together to develop guidelines and protocols.
- **Communications:** Continue the ongoing work of creating a communication plan and associated materials, resources, etc.
- **Update and Revise Plans:** Ensure that all plans are up-to-date and current as information evolves.
- **Returning to School: A Guide to Safely Reopening TDSB Schools:**  
Develop a more comprehensive guide for staff, students, parents, education partners and the community. Create additional documents and resources for staff to provide the necessary information for implementation.

